



# LAKE SHASTINA COMMUNITY SERVICES DISTRICT

## **SPECIAL AGENDA**

Wednesday, September 13, 2023

Closed Session: 12:00 p.m. / Open Session: 1:00 p.m.

Administration Building

16320 Everhart Drive, Weed, California 96094 • (530) 938-3281

### CALL TO ORDER:

LSCSD Roll Call: Directors: Chandler \_\_\_\_ Cupp \_\_\_\_ MacIntosh \_\_\_\_ Mitchell \_\_\_\_ Thompson \_\_\_\_

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction.

### ADJOURN TO CLOSED SESSION:

### CLOSED SESSION:

A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation: General Manager

### RETURN TO OPEN SESSION:

LSCSD Roll Call: Directors: Chandler \_\_\_\_ Cupp \_\_\_\_ MacIntosh \_\_\_\_ Mitchell \_\_\_\_ Thompson \_\_\_\_

### PLEDGE OF ALLEGIANCE:

### REPORT ON CLOSED SESSION:

PUBLIC COMMENTS: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction.

*Those who wish to speak on a matter that does not appear on the agenda, may do so during this Public Comment period. State your name and address your comments to the Board. Each individual will be limited to three minutes. The Public Comment portion of the meeting will be limited to thirty minutes (total time). If needed, time limits may be extended with concurrence of the Board. No person may speak twice to the same item. The Board may ask questions but may not act during the Public Comments portion of the meeting, except to direct staff to prepare a report, or to place the item on a future agenda.*

### 1. CONSENT ITEMS:

- A. Approval of Minutes: August 16, 2023, August 18, 2023, and September 1, 2023
- B. Ratification of Disbursements: August 1 through 31, 2023
- C. Budget Comparison: FY 2023/24
- D. Department Written Reports
  - 1. Fire Department
  - 2. Police Department
  - 3. Sewer Department
  - 4. Water Department

### DISCUSSION / REPORTS: ACTION ITEMS:

- 2. Selling of District Property (Chief Bullington)
- 3. Administrative Office Staff Agreement (Pres Mitchell)

### STAFF COMMENTS:

### BOARD MEMBER COMMENTS:

ADJOURNMENT: The next LSCSD Regular Meeting is scheduled to be held on October 18, 2023 1:00 p.m. at the Administration Building.

Supplementary documents and other materials distributed to the District board after their agenda packets have been distributed to the members may be viewed at the District office and obtained at the meeting.



## LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting  
 Wednesday, August 16, 2023  
 Closed Session: 12:00 p.m. / Open Session: 1:00 p.m.  
**UNAPPROVED MINUTES**

CALL TO ORDER: 12:00 p.m.

LSCSD Board Roll Call: Chandler  Cupp  MacIntosh absent Mitchell  Thompson

PUBLIC COMMENTS: None received.

ADJOURN TO CLOSED SESSION: 12:03 p.m.

CLOSED SESSION:

A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation: General Manger

RETURN TO OPEN SESSION: 1:06 p.m

\* Closed Session to reconvene after open session.

CALL TO ORDER:

LSCSD Board Roll Call: Chandler  Cupp  MacIntosh absent Mitchell  Thompson

Also present: GM Moser, SAC DeBon and AA Phonepaseuth. There were approximately 10 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: Received.

CONSENT CALENDAR: (All items accepted/approved by the Board unless otherwise noted.)

1. A. Approval of Minutes: July 19, 2023
- B. Ratification of Disbursements: July 1 through 31, 2023
- C. Budget Comparison: FY 2023/24
- D. LAIF Quarterly report
- E. Department Written Reports
  1. Fire Department
  2. Police Department
  3. Sewer Department
  4. Water Department

**Motion by Dir. Cupp, second by Dir. Thompson, to approve Consent Calendar.**

**Ayes: Directors Chandler, Cupp, Mitchell, and Thompson**  
**Noes: None**  
**Absent: Director MacIntosh**

DISCUSSION / REPORTS / ACTION ITEMS:

2. 2023/2024 FY Budget

**Motion by Dir. Chandler, second by Dir. Cupp, to approve the budget for 2023/2024 as presented.**

**Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson**  
**Noes: None**  
**Absent: Director MacIntosh**

3. Animal Control Ordinance – Introduction by title only, waive second reading and consideration of adoption

**Motion by Dir. Cupp, second by Dir. Thompson, to adopt the Animal Control Ordinance.**

**Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson**  
**Noes: None**  
**Absent: Director MacIntosh**

4. Res \*-23 VFA Grant for Fire Department

**Motion by Dir. Thompson, second by Dir. Chandler, to adopt the Resolution approving the Department of Forestry and Fire Protection Agreement #7GF23312.**

**Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson**  
**Noes: None**  
**Absent: Director MacIntosh**

5. September meeting

**Motion by Dir. Mitchell, second by Dir. Thompson, to cancel the Regular meeting on September 20, 2023 and have a Special Meeting on September 13, 2023 at 1:00 p.m.**

**Ayes: Directors Chandler, Cupp, MacIntosh, Mitchell, and Thompson**  
**Noes: None**  
**Absent: Director MacIntosh**

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT TO CLOSED SESSION: With no objections by the Board, Pres. Mitchell adjourned the meeting at 2:17 PM. The next LSCSD Regular Board Meeting to be held on June 21, 2023 1:00 p.m. at the Administration Building.

RETURN TO CLOSED SESSION: 2:17 p.m.

RETURN TO OPEN SESSION: 4:48 p.m.

REPORT ON CLOSED SESSION: Direction given to staff.

ADJOURNMENT: 4:50 p.m

Approval Date:

\_\_\_\_\_  
Paula Mitchell, President

ATTEST:

\_\_\_\_\_  
Robert Moser, General Manager/Secretary



## LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Special Meeting  
Friday August 18, 2023 12:30 p.m.  
Closed Session/Open Session  
**UNAPPROVED MINUTES**

CALL TO ORDER AND ROLL CALL: 12:35 p.m.

LSCSD Board Roll Call: Chandler  Cupp  MacIntosh  Mitchell  Thompson

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: None received.

ADJOURN TO CLOSED SESSION: 12:36 p.m.

CLOSED SESSION:

\*2:00 Closed Session break. 2:09 p.m. Director Chandler left the meeting. SAC DeBon, AR Clerk Guillen, and AA Phonepaseuth joined closed session.

A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation: General Manager

RETURN TO OPEN SESSION: 2:28PM

REPORT ON CLOSED SESSION: Direction given to staff.

PUBLIC COMMENTS: None.

STAFF COMMENTS: None.

BOARD MEMBER COMMENTS: None.

ADJOURNMENT: With no objections by the Board, Pres. Mitchell adjourned the meeting at 2:29 p.m. The next LSCSD Regular Board Meeting to be held on September 13, 2023 1:00 p.m. at the Administration Building.

Approval Date: September 13, 2023

\_\_\_\_\_  
Paula Mitchell, President

ATTEST:

\_\_\_\_\_  
Robert Moser, General Manager/Secretary





## LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting  
Friday September 1, 2023  
Closed Session/Open Session  
**UNAPPROVED MINUTES**

CALL TO ORDER: 4:13 p.m.

LSCSD Board Roll Call: Chandler  Cupp  MacIntosh  Mitchell  Thompson

PLEDGE OF ALLEGIANCE: Carried out.

PUBLIC COMMENTS: None.

ADJOURN TO CLOSED SESSION:

CLOSED SESSION:

A. Personnel (Gov. Code Section 54957) Public Employee Performance Evaluation

RETURN TO OPEN SESSION: 5:37 p.m.

REPORT ON CLOSED SESSION: Direction given to staff.

PUBLIC COMMENT: None.

STAFF COMMENTS: None.

BOARD MEMBER COMMENTS: None.

ADJOURNMENT: With no objections by the Board, Pres. Mitchell adjourned the meeting at 5:38 PM. The next LSCSD Regular Board Meeting to be held on September 13, 2023 1:00 p.m. at the Administration Building.

Approval Date: September 13, 2023

\_\_\_\_\_  
Paula Mitchell, President

ATTEST:

\_\_\_\_\_  
Robert Moser, General Manager/Secretary

TREASURER'S REPORT - RATIFICATION OF DISBURSEMENTS  
LAKE SHASTINA COMMUNITY SERVICES DISTRICT

1B

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Board motion "To ratify the checks for expenses, including payroll and liabilities, issued on behalf of the District for the period of August 1-31,2023 for a total of: " \$ 262,384.77

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Each check has been signed by two directors with documentation attached to each check.

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Submitted for 'August 2023	\$ 262,384.77
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Expenses - Regular Checks Mechanics Bank Account	\$ 123,384.29
Expenses - Payroll & Liability Checks Mechanics Bank Account	\$ 139,000.48
<u>Subtotal</u>	<u>\$ 262,384.77</u>
<u>Total CSD Expenses</u>	<u>\$ 262,384.77</u>

LAKE SHASTINA COMMUNITY SERVICES DISTRICT  
 ACCOUNTS PAYABLE - MECHANICS BANK

Date	JE or Ck #	Payee	Total Expense	Regular	Payroll	10	15	20	25	26	30	31
				Expenses	Expenses	General	Sewer	Water	Police	COPS	Fire	SAFER
8/3/2023	1693	Pacific Power	18,311.81	18,311.81		689.86	5,144.30	12,039.27	109.60			328.78
	1694	Quill	257.99	257.99		184.32				47.93		25.74
	1695	Pitney Bowes, Inc	500.00	500.00		500.00						
	1696	XIO, Inc	482.00	482.00				482.00				
8/4/2023	1684	First National Bank of Omaha	681.91	681.91		639.03		42.88				
	1685	First National Bank of Omaha	1,547.47	1,547.47						1,574.47		
	1686	First National Bank of Omaha	13,508.86	13,508.86		200.79	444.82	444.84				12,418.41
	1687	First National Bank of Omaha	1,679.49	1,679.49								1,679.49
8/10/2023	1688	Quill	242.32	242.32		190.50				25.74		25.73
	1690	US Cellular	1,506.40	1,506.40						1,506.40		
	1691	Verizon Wireless	38.01	38.01								38.01
	1692	Xprss Bill Pay	198.19	198.19		198.19						
	26054	Cal Ore Telephone	682.74	682.74		192.21	65.93	65.93	337.31			21.36
	26055	City of Mt.Shasta	74.00	74.00						74.00		
	26056	Coral Luquin	525.00	525.00					525.00			
	26057	Corrpro Waterworks	350.00	350.00				350.00				
	26058	Deepwoods Embroidery & Design	368.25	368.25			184.13	184.12				
	26059	Don R. Erickson Oil, Inc	5,594.54	5,594.54		1,434.82	419.84	419.84	1,555.58			1,764.46
	26060	Hue & Cry	44.42	44.42		44.42						
	26061	Kellie Power	500.00	500.00		500.00						
	26062	Michael Yates	1,373.57	1,373.57						1,373.57		
	26063	Multiple Pump Services, Inc	274.76	274.76			274.76					
	26064	Napa Auto Parts	242.27	242.27			46.20	46.21		138.72		11.14
	26067	Prentice Long, PC	612.50	612.50		350.00						262.50
	26068	Shasta Forest Products	440.80	440.80		440.80						
	26069	Shasta Valley Tire Service	1,079.76	1,079.76						1,079.76		
	26070	Siskiyou Disposal	355.00	355.00		125.00	62.50	62.50	26.25			78.75
	26071	Solano's Inc	601.40	601.40		63.34	7.08					530.98
	26072	Steve Pappas	381.32	381.32								381.32
	26073	Western Business Products	178.50	178.50		178.50						
	26074	Xprss Bill Pay	198.19	198.19		198.19						
	26075	Payroll Checks (Live Checks)	2,124.86		2,124.86		2,124.86					
	26076	Payroll Checks (Live Checks)	529.75		529.75							529.75
	26077	Payroll Checks (Live Checks)	536.26		536.26							536.26
	230806014	CalPERS	8,154.37	8,154.37		1,035.52	2,760.88		2,391.58	784.80	659.89	521.70
	230806015	EDD EFT	1,527.29	1,527.29		266.27	519.78		317.01	178.09	211.65	34.49
	230806016	EFTPS EFT	3,884.25	3,884.25		644.30	1,535.56		418.08	467.58	667.39	151.34
	230806000-013	MB EFT - Payroll Checks (Direct Deposits)	27,403.59	27,403.59		5,329.55	7,053.35		7,790.02	2,387.41	3,329.06	1,514.20

LAKE SHASTINA COMMUNITY SERVICES DISTRICT  
 ACCOUNTS PAYABLE - MECHANICS BANK

Date	JE or Ck #	Payee	Total Expense	Regular	Payroll	10	15	20	25	26	30	31
				Expenses	Expenses	General	Sewer	Water	Police	COPS	Fire	SAFER
8/24/2023	26078	American Industrial Door, LLC	1,653.36	1,653.36							1,653.36	
	26079	Caselle, Inc.	2,649.00	2,649.00	2,649.00							
	26080	Crystal Images, Inc	192.00	192.00						192.00		
	26081	Gatehouse Media, Inc	612.80	612.80	404.00	104.40	104.40					
	26082	LSCSD Utilities	1,749.86	1,749.86	1,749.86							
	26083	Office Technologies, Inc	54.60	54.60					54.60			
	26084	Rodney Villa	239.95	239.95		119.98	119.97					
	26085	Shasta Valley Tire Service	977.75	977.75						437.11	540.64	
	26086	SHN Consulting Engineers	54,423.50	54,423.50				54,425.50				
	26087	Turners Carpet Ect.	8,000.00	8,000.00							8,000.00	
	26088	Payroll Checks (Live Checks)	2,055.37	2,055.37		2,055.37						
	26089	Payroll Checks (Live Checks)	3,779.31	3,779.31							3,779.31	
	26090	Payroll Checks (Live Checks)	3,600.78	3,600.78							3,600.78	
	26091	N.C.G.T. Security Fund	18,663.00	18,663.00								
	26092	Union Dues	644.72	644.72	209.00	227.00			131.48	77.24		
	230820016	Aflac	256.80	256.80		130.40			126.40			
	230820017	CalPERS	8,154.37	8,154.37	1,035.52	2,760.88			2,391.58	784.80	659.89	521.70
	230820018	EDD EFT	3,543.64	3,543.64	285.64	540.06			285.36	193.62	2,182.82	56.14
	230820019	EFTPS EFT	10,215.91	10,215.91	674.08	1,583.35			345.13	502.31	6,863.57	247.46
	23082000-015	MB EFT - Payroll Checks (Direct Deposits)	43,926.21	43,926.21	5,483.13	7,414.49			7,347.26	2,478.67	19,151.87	2,050.79
			262,384.77	123,384.29	139,000.48	25,895.84	35,579.92	68,787.46	24,152.24	14,304.22	69,932.91	5,097.82



**LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

**August 2023 Detailed Budget Comparison 2023/2024 YTD**

9/7/2023

**REVENUE/EXPENDITURE REPORT**

For the Period: 7/1/2023 to 8/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
<b>Fund: 10 - LSCSD General Fund</b>						
<b>Revenues</b>						
10-00-4055.000	Misc Operational Income	315.00	315.00	100.00	100.00	215.00 32%
10-00-4056.000	Misc-Non Operating Income	105.00	105.00	0.00	0.00	105.00 0%
10-00-4070.000	Antenna Lease Revenue	26,250.00	26,250.00	4,321.82	2,160.91	21,928.18 16%
10-00-5050.000	Transfer Fees	525000%	525000%	380000%	220000%	487000% 7%
10-00-5080.000	Interest Earned-OPS	52.50	52.50	0.00	0.00	52.50 0%
10-00-5081.000	Interest Earned-RSV	525.00	525.00	0.00	0.00	525.00 0%
<b>Dept: 22 Medical Clinic</b>						
10-22-4053.000	Medical Clinic Revenue	60,264.00	60,264.00	5,022.00	5,022.00	55,242.00 8%
<b>Dept: 23 Green Waste Site</b>						
10-23-4055.000	Misc Operational Income	2,100.00	2,100.00	240.00	0.00	1,860.00 11%
<b>Revenues</b>		<b>94,861.50</b>	<b>94,861.50</b>	<b>10,063.82</b>	<b>7,502.91</b>	<b>84,797.68 11%</b>

**Expenditures**

**Dept: 01 General Admin**

10-01-7002.000	Admin Overhead Alloc	-387,633.060	-387,633.060	-73,450.81	-23,705.09	-314,182.25 19%
10-01-7010.000	Capital Improvement	20,000.00	20,000.00	14,928.72	7,083.92	5,071.28 75%
	<b>Less Reimbursement due from LAIF Savings</b>	<b>-20,000.00</b>	<b>-20,000.00</b>	<b>-14,928.72</b>	<b>0.00</b>	<b>-5,071.28 75%</b>
10-01-7026.000	Contract Services	76,020.00	76,020.00	5,043.61	1,546.71	70,976.39 7%
10-01-7033.000	Licenses, Permits, Fees	5,250.00	5,250.00	287.50	0.00	4,962.50 5%
10-01-7034.000	Dues & Subscriptions	5,250.00	5,250.00	0.00	0.00	5,250.00 0%
10-01-7035.000	Advertising	184.80	184.80	404.00	0.00	-219.20 219%
10-01-7040.000	Insurance (Liability)	3,437.11	3,437.11	0.00	0.00	3,437.11 0%
10-01-7041.000	Legal	6,300.00	6,300.00	2,442.50	1,935.00	3,857.50 39%
10-01-7050.100	Off Exp-Supplies	8,400.00	8,400.00	187.59	92.16	8,212.41 2%
10-01-7050.200	Off Exp-Postage	6,825.00	6,825.00	1,897.80	0.00	4,927.20 28%
10-01-7050.400	Off Exp-Maint	840.00	840.00	33.99	24.79	806.01 4%
10-01-7062.000	Repair & Maintenance	525.00	525.00	7.74	7.74	517.26 1%
10-01-7063.000	Fuel	157.50	157.50	33.86	0.00	123.64 21%
10-01-7064.000	Materials/Supplies/Small Tools	5,250.00	5,250.00	382.74	220.40	4,867.26 7%
10-01-7065.000	Vehicle Repair/Maintenance	63.00	63.00	70.12	0.00	-7.12 111%
10-01-7101.000	Property Taxes	126.00	126.00	0.00	0.00	126.00 0%
10-01-7105.000	Utilities - CSD	95.00	95.00	47.50	0.00	47.50 50%
10-01-7105.200	Util-Electric	5,250.00	5,250.00	92.84	0.00	5,157.16 2%
10-01-7105.400	Utilities-Propane	87.50	87.50	87.50	0.00	0.00 100%
10-01-7105.600	Utility - Internet	1,365.00	1,365.00	256.28	128.14	1,108.72 19%
10-01-7204.000	Events	2,000.00	2,000.00	0.00	0.00	2,000.00 0%
10-01-7501.000	Payroll Expense	262,500.00	262,500.00	41,682.62	19,406.41	220,817.38 16%
10-01-7513.000	Payroll-TAXES	3,150.00	3,150.00	569.94	281.76	2,580.06 18%
10-01-7514.000	Payroll-Benefits	57,750.00	57,750.00	8,407.09	4,053.31	49,342.91 15%
10-01-7516.200	Pension Cost (CalPERS)	23,100.00	23,100.00	3,910.59	1,890.17	19,189.41 17%
10-01-7516.400	CalPERS Fees	122.40	122.40	122.40	0.00	0.00 100%
10-01-7516.500	CalPERS UAL Expense	15,578.48	15,578.00	15,578.00	0.00	0.00 100%
10-01-7518.000	Workers Comp	30,000.00	30,000.00	3,552.63	1,653.99	26,447.37 12%
10-00-1104.000	Due from LSPOA	-105,000.00	-105,000.00	2,412.41	-5,488.94	-107,412.41 -2%
10-01-7550.000	Travel & Training	5,250.00	5,250.00	0.00	0.00	5,250.00 0%
10-01-7551.000	Meals	1,260.00	1,260.00	64.03	0.00	1,195.97 5%
<b>Dept: 22 Medical Clinic</b>						
10-22-7026.000	Contract Services	13,000.00	13,000.00	0.00	0.00	13,000.00 0%

10-22-7040.000	Insurance (Liability)	840.00	840.00	0.00	0.00	840.00	0%
10-22-7062.000	Repair & Maintenance	210.00	210.00	15.49	15.49	194.51	7%
10-22-7080.000	Interest Expense	2,625.00	2,625.00	0.00	0.00	2,625.00	0%
10-22-7084.000	Loan Principle Expense	36,500.00	36,500.00	0.00	0.00	36,500.00	0%
10-22-7501.000	Payroll Expense	800.00	800.00	51.28	0.00	748.72	6%
10-22-7513.000	Payroll-TAXES	15.75	15.75	0.74	0.00	15.01	5%
10-22-7514.000	Payroll-Benefits	86.25	86.25	0.00	0.00	86.25	0%
10-22-7516.200	Pension Cost (CalPERS)	68.25	68.25	3.94	0.00	64.31	6%
10-22-7518.000	Workers Comp	68.25	68.25	4.41	0.00	63.84	6%

**Dept: 23 Green Waste**

10-23-7026.000	Contract Services	105.00	105.00	0.00	0.00	105.00	0%
10-23-7063.000	Fuel	52.50	52.50	0.00	0.00	52.50	0%
10-23-7064.000	Materials/Supplies/Small Tools	105.00	105.00	0.00	0.00	105.00	0%
10-23-7501.000	Payroll Expense	630.00	630.00	0.00	0.00	630.00	0%
10-23-7513.000	Payroll-TAXES	26.25	26.25	0.00	0.00	26.25	0%
10-23-7516.200	Pension Cost (CalPERS)	52.50	52.50	0.00	0.00	52.50	0%
10-23-7518.000	Workers Comp	63.00	63.00	0.00	0.00	63.00	0%

<b>Expenditures</b>		<b>88,811.48</b>	<b>88,811.00</b>	<b>14,200.33</b>	<b>9,145.96</b>	<b>74,610.67</b>	<b>16%</b>
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For the Period: 7/1/2023 to 8/31/2023

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
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**Fund: 15 - LSCSD Sewer Dept**

**Revenues**

**Dept: 00**

15-00-4001.100	Assmt/Revenue-Residential	780,000.00	780,000.00	0.00	0.00	780,000.00	0%
15-00-4001.200	Assmt/Revenue-Standby	66,250.00	66,250.00	-9.82	-9.82	66,259.82	0%
15-00-4001.300	Assmt/Revenue-Commercial	15,000.00	15,000.00	2,092.49	1,053.94	12,907.51	14%
15-00-4003.000	Late Payment Revenue	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
15-00-4056.000	Misc-Non Operating Income	300.00	300.00	345.00	345.00	-45.00	115%
15-00-5004.000	Sewer Hook Up Fee	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
15-00-5081.000	Interest Earned-RSV	4,000.00	4,000.00	0.00	0.00	4,000.00	0%

<b>Revenues</b>		<b>895,550.00</b>	<b>895,550.00</b>	<b>2,427.67</b>	<b>1,389.12</b>	<b>893,122.33</b>	<b>0%</b>
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**Expenditures**

**Dept: 01 General Admin**

15-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
15-01-7002.000	Admin Overhead Alloc	124,042.49	124,042.49	23,504.26	7,585.63	100,538.23	19%
15-01-7010.000	Capital Improvement	110,000.00	110,000.00	0.00	0.00	110,000.00	0%
<b>Less Reimbursement due from LAIF Savings</b>		<b>-110,000.00</b>	<b>-110,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-110,000.00</b>	<b>0%</b>
15-01-7026.000	Contract Services	20,000.00	20,000.00	62.50	0.00	19,937.50	0%
15-01-7033.000	Licenses, Permits, Fees	12,600.00	12,600.00	0.00	0.00	12,600.00	0%
15-01-7034.000	Dues & Subscriptions	150.00	150.00	150.00	0.00	0.00	100%
15-01-7035.000	Advertising	1,000.00	1,000.00	104.40	0.00	895.60	10%
15-01-7040.000	Insurance (Liability)	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
15-01-7041.000	Legal	2,500.00	2,500.00	0.00	0.00	2,500.00	0%
15-01-7050.200	Off Exp-Postage	26.25	26.25	0.00	0.00	26.25	0%
15-01-7055.000	Safety Equipment	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
15-01-7062.000	Repair & Maintenance	40,000.00	40,000.00	27.46	0.00	39,972.54	0%
15-01-7063.000	Fuel	12,600.00	12,600.00	419.84	0.00	12,180.16	3%
15-01-7064.000	Materials/Supplies/Small Tools	10,500.00	10,500.00	-434.45	-709.21	10,934.45	-4%
15-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	582.66	119.10	5,417.34	10%
15-01-7100.000	Lease/Rent Expense	4,000.00	4,000.00	568.04	284.02	3,431.96	14%
15-01-7105.100	Util-Telephone	550.00	550.00	0.00	0.00	550.00	0%
15-01-7105.200	Util-Electric	50,000.00	50,000.00	1,768.54	0.00	48,231.46	4%
15-01-7105.300	Util-Waste	800.00	800.00	125.00	62.50	675.00	16%
15-01-7105.600	Utility - Internet	700.00	700.00	131.86	65.93	568.14	19%
15-01-7501.000	Payroll Expense	171,453.14	171,453.14	19,503.80	7,976.74	151,949.34	11%
15-01-7513.000	Payroll-TAXES	3,198.57	3,198.57	218.56	125.66	2,980.01	7%



15-01-7514.000	Payroll-Benefits	38,742.92	38,742.92	4,181.65	2,050.98	34,561.27	11%
15-01-7516.200	Pension Cost (CalPERS)	17,231.38	17,231.38	2,080.02	946.61	15,151.36	12%
15-01-7516.400	CalPERS Fees	55.51	55.51	54.00	0.00	1.51	97%
15-01-7516.500	CalPERS UAL Expense	37,020.00	37,020.00	37,020.00	0.00	0.00	100%
15-01-7518.000	Workers Comp	14,482.17	14,482.17	1,729.07	737.74	12,753.10	12%
15-01-7550.000	Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
15-01-7551.000	Meals	500.00	500.00	0.00	0.00	500.00	0%
15-01-7552.000	Employee Physical Exams-Shots	500.00	500.00	0.00	0.00	500.00	0%
15-01-7555.000	Personal Protective Equip PPE	400.00	400.00	0.00	0.00	400.00	0%
15-01-7556.000	Uniforms	2,000.00	2,000.00	454.09	119.98	1,545.91	23%
<b>Expenditures</b>		<b>605,052.43</b>	<b>605,052.43</b>	<b>92,251.30</b>	<b>19,365.68</b>	<b>512,801.13</b>	<b>15%</b>

For the Period: 7/1/2023 to 8/31/2023

Original Bud.      Amended Bud.      YTD Actual      CURR MTH      UnencBal      % Bud

**Fund: 20 - LSCSD Water Dept**

**Revenues**

**Dept: 00**

20-00-4001.100	Assmt/Revenue-Residential	345,000.00	345,000.00	0.00	0.00	345,000.00	0%
20-00-4001.200	Assmt/Revenue-Standby	102,200.00	102,200.00	-0.86	-0.86	102,200.86	0%
20-00-4001.300	Assmt/Revenue-Commercial	8,000.00	8,000.00	2,891.43	1,438.28	5,108.57	36%
20-00-4003.000	Late Payment Revenue	7,000.00	7,000.00	0.00	0.00	7,000.00	0%
20-00-4075.000	Water Capacity Expansion Fee	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-00-5006.000	Water Hook Up Fee	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	0.00	0.00	10,000.00	0%

**Dept: 22 Medical Clinic**

20-22-4054.000	Loan Principle Revenue	36,500.00	36,500.00	0.00	0.00	36,500.00	0%
20-22-5081.000	Interest Earned-RSV	2,500.00	2,500.00	0.00	0.00	2,500.00	0%

**Dept: 36 Planning Grant**

20-36-5075.000	Grant Income	25,000.00	25,000.00	10,515.00	0.00	14,485.00	42%
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**Revenues**      **538,200.00**      **538,200.00**      **13,405.57**      **0.00**      **524,794.43**      **2%**

**Expenditures**

20-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
20-01-7002.000	Admin Overhead Alloc	139,547.90	139,547.90	26,442.29	8,533.83	113,105.61	19%
20-01-7010.000	Capital Improvement	30,000.00	30,000.00	0.00	0.00	30,000.00	0%
<b>Less Reimbursement due from LAIF Savings</b>		<b>-30,000.00</b>	<b>-30,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-30,000.00</b>	<b>0%</b>
20-01-7026.000	Contract Services	20,000.00	20,000.00	1,446.26	691.88	18,553.74	7%
20-01-7033.000	Licenses, Permits, Fees	10,000.00	10,000.00	0.00	0.00	10,000.00	0%
20-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	150.00	0.00	1,850.00	8%
20-01-7035.000	Advertising	200.00	200.00	104.40	0.00	95.60	52%
20-01-7040.000	Insurance (Liability)	35,000.00	35,000.00	0.00	0.00	35,000.00	0%
20-01-7041.000	Legal	500.00	500.00	0.00	0.00	500.00	0%
20-01-7055.000	Safety Equipment	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
20-01-7062.000	Repair & Maintenance	20,000.00	20,000.00	377.47	0.00	19,622.53	2%
20-01-7063.000	Fuel	14,000.00	14,000.00	419.84	0.00	13,580.16	3%
20-01-7064.000	Materials/Supplies/Small Tools	10,000.00	10,000.00	27.88	-15.00	9,972.12	0%
20-01-7065.000	Vehicle Repair/Maintenance	7,000.00	7,000.00	582.68	119.10	6,417.32	8%
20-01-7100.000	Lease/Rent Expense	3,000.00	3,000.00	568.04	284.02	2,431.96	19%
20-01-7105.200	Util-Electric	85,000.00	85,000.00	4,138.18	0.00	80,861.82	5%
20-01-7105.300	Util-Waste	750.00	750.00	125.00	62.50	625.00	17%
20-01-7105.600	Utility - Internet	700.00	700.00	131.86	65.93	568.14	19%
20-01-7501.000	Payroll Expense	130,000.00	130,000.00	14,104.92	5,408.16	115,895.08	11%
20-01-7513.000	Payroll-TAXES	2,579.72	2,579.72	209.67	81.93	2,370.05	8%
20-01-7514.000	Payroll-Benefits	27,000.00	27,000.00	2,872.16	1,428.69	24,127.84	11%
20-01-7516.200	Pension Cost (CalPERS)	13,897.51	13,897.51	1,272.83	472.59	12,624.68	9%
20-01-7516.400	CalPERS Fees	54.00	54.00	54.00	0.00	0.00	100%
20-01-7516.500	CalPERS UAL Expense	37,020.00	37,020.00	37,020.00	0.00	0.00	100%
20-01-7518.000	Workers Comp	11,680.21	11,680.21	1,226.36	478.44	10,453.85	10%

20-01-7550.000	Travel & Training	2,000.00	2,000.00	0.00	0.00	2,000.00	0%
20-01-7551.000	Meals	500.00	500.00	0.00	0.00	500.00	0%
20-01-7555.000	Personal Protective Equip PPE	500.00	500.00	0.00	0.00	500.00	0%
20-01-7556.000	Uniforms	1,000.00	1,000.00	454.09	119.97	545.91	45%
<b>Dept: 36 Planning Grants</b>							
20-36-7026.000	Contract Services	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
<b>Expenditures</b>		<b>604,129.34</b>	<b>604,129.34</b>	<b>91,727.93</b>	<b>17,732.04</b>	<b>512,401.41</b>	<b>15%</b>

For the Period: 7/1/2023 to 8/31/2023

		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
<b>Fund: 25 - LSCSD Police Department</b>							
<b>Revenues</b>							
25-00-4001.100	Assmt/Revenue-Residential	140,000.00	140,000.00	0.00	0.00	140,000.00	0%
25-00-4001.200	Assmt/Revenue-Standby	280,000.00	280,000.00	-2.50	-2.50	280,002.50	0%
25-00-4001.300	Assmt/Revenue-Commercial	3,080.00	3,080.00	0.00	0.00	3,080.00	0%
25-00-4003.000	Late Payment Revenue	4,203.14	4,203.14	0.00	0.00	4,203.14	0%
25-00-4056.000	Misc-Non Operating Income	10,000.00	10,000.00	1,267.24	1,132.24	8,732.76	13%
25-00-5040.000	Gain on Sale of Equipment	6,600.00	6,600.00	0.00	0.00	6,600.00	0%
25-00-5054.000	Animal Control Fees - Other	500.00	500.00	0.00	0.00	500.00	0%
25-00-5055.000	Animal License Fee	2,500.00	2,500.00	50.00	30.00	2,450.00	2%
25-00-5056.000	Warrant	4,000.00	4,000.00	586.93	174.87	3,413.07	15%
25-00-5061.000	Donations	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
25-00-5081.000	Interest Earned-RSV	6,000.00	6,000.00	0.00	0.00	6,000.00	0%
<b>Revenues</b>		<b>457,883.14</b>	<b>457,883.14</b>	<b>1,901.67</b>	<b>1,334.61</b>	<b>455,981.47</b>	<b>0%</b>

<b>Expenditures</b>							
25-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
25-01-7002.000	Admin Overhead Alloc	65,897.13	65,897.13	12486.64	4029.87	53,410.49	19%
25-01-7026.000	Contract Services	4,700.00	4,700.00	149.11	54.60	4,550.89	3%
25-01-7033.000	Licenses, Permits, Fees	250.00	250.00	0.00	0.00	250.00	0%
25-01-7034.000	Dues & Subscriptions	9,000.00	9,000.00	8728.50	8728.50	271.50	97%
25-01-7035.000	Advertising	700.00	700.00	0.00	0.00	700.00	0%
25-01-7040.000	Insurance (Liability)	12,908.40	12,908.40	0.00	0.00	12,908.40	0%
25-01-7041.000	Legal	2,200.00	2,200.00	0.00	0.00	2,200.00	0%
25-01-7050.200	Off Exp-Postage	600.00	600.00	0.00	0.00	600.00	0%
25-01-7051.000	Public Safety Supplies	700.00	700.00	0.00	0.00	700.00	0%
25-01-7051.100	Public Safety Equipment	2,400.00	2,400.00	0.00	0.00	2,400.00	0%
25-01-7062.000	Repair & Maintenance	600.00	600.00	7.74	7.74	592.26	1%
25-01-7063.000	Fuel	11,000.00	11,000.00	1555.58	0.00	9,444.42	14%
25-01-7064.000	Materials/Supplies/Small Tools	2,600.00	2,600.00	0.00	0.00	2,600.00	0%
25-01-7065.000	Vehicle Repair/Maintenance	5,000.00	5,000.00	0.00	0.00	5,000.00	0%
25-01-7105.100	Util-Telephone	1,445.00	1,445.00	0.00	0.00	1,445.00	0%
25-01-7105.200	Util-Electric	900.00	900.00	37.67	0.00	862.33	4%
25-01-7105.300	Util-Waste	288.45	288.45	52.50	26.25	235.95	18%
25-01-7105.400	Utilities-Propane	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
25-01-7105.600	Utility - Internet	3,000.00	3,000.00	674.62	337.31	2,325.38	22%
25-01-7204.000	Events	250.00	250.00	0.00	0.00	250.00	0%
25-01-7501.000	Payroll Expense	235,000.00	235,000.00	39265.97	19223.33	195,734.03	17%
25-01-7513.000	Payroll-TAXES	4,435.98	4,435.98	527.66	278.74	3,908.32	12%
25-01-7514.000	Payroll-Benefits	60,000.00	60,000.00	10500.00	5250.00	49,500.00	18%
25-01-7516.200	Pension Cost (CalPERS)	25,000.00	25,000.00	4078.49	2041.84	20,921.51	16%
25-01-7516.400	CalPERS Fees	200.00	200.00	183.60	0.00	16.40	92%
25-01-7516.500	CalPERS UAL Expense	239.00	239.00	0.00	0.00	239.00	0%
25-01-7518.000	Workers Comp	31,000.00	31,000.00	3376.87	1653.21	27,623.13	11%
25-01-7550.000	Travel & Training	3,500.00	3,500.00	0.00	0.00	3,500.00	0%
25-01-7551.000	Meals	700.00	700.00	0.00	0.00	700.00	0%
25-01-7552.000	Employee Physical Exams-Shots	50.00	50.00	500.00	500.00	-450.00	1000%
25-01-7556.000	Uniforms	600.00	600.00	0.00	0.00	600.00	0%



**Expenditures** 490,163.96    490,163.96    82,124.95    42,131.39    408,039.01    17%

For the Period: 7/1/2023 to 8/31/2023 Original Bud.    Amended Bud.    YTD Actual    CURR MTH    UnencBal    % Bud

**Fund: 26 - COPS Grant**

Revenues		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
26-00-5075.000	Grant Income	156,000.00	156,000.00	0.00	0.00	156,000.00	0%
<b>Revenues</b>		<b>156,000.00</b>	<b>156,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>156,000.00</b>	<b>0%</b>

Expenditures		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
26-01-7033.000	Licenses, Permits, Fees	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
26-01-7050.400	Off Exp-Maint	1,000.00	1,000.00	0.00	0.00	1,000.00	0%
26-01-7051.000	Public Safety Supplies	500.00	500.00	226.94	0.00	273.06	45%
26-01-7051.100	Public Safety Equipment	3,500.00	3,500.00	406.19	-226.94	3,093.81	12%
26-01-7062.000	Repair & Maintenance	500.00	500.00	0.00	0.00	500.00	0%
26-01-7063.000	Fuel	3,000.00	3,000.00	0.00	0.00	3,000.00	0%
26-01-7064.000	Materials/Supplies/Small Tools	4,000.00	4,000.00	319.28	239.93	3,680.72	8%
26-01-7065.000	Vehicle Repair/Maintenance	6,000.00	6,000.00	1724.99	69.40	4,275.01	29%
26-01-7105.100	Util-Telephone	4,000.00	4,000.00	1760.75	0.00	2,239.25	44%
26-01-7501.000	Payroll Expense	92,000.00	92,000.00	13091.75	7073.36	78,908.25	14%
26-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	174.61	102.56	1,825.39	9%
26-01-7514.000	Payroll-Benefits	20,000.00	20,000.00	3500.00	1750.00	16,500.00	18%
26-01-7516.200	Pension Cost (CalPERS)	7,500.00	7,500.00	1344.48	678.60	6,155.52	18%
26-01-7518.000	Workers Comp	7,500.00	7,500.00	1125.89	608.31	6,374.11	15%
26-01-7550.000	Travel & Training	2,000.00	2,000.00	1396.50	0.00	603.50	70%
26-01-7551.000	Meals	250.00	250.00	0.00	0.00	250.00	0%
26-01-7556.000	Uniforms	750.00	750.00	126.17	93.00	623.83	17%
<b>Expenditures</b>		<b>156,000.00</b>	<b>156,000.00</b>	<b>25,271.55</b>	<b>10,462.22</b>	<b>130728.45</b>	<b>16%</b>

For the Period: 7/1/2023 to 8/31/2023 Original Bud.    Amended Bud.    YTD Actual    CURR MTH    UnencBal    % Bud

**Fund: 27 - Wellness Grant**

Revenues		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
27-00-5075.000	Grant Income	13,000.00	13,000.00	0.00	0.00	13,000.00	0%
<b>Revenues</b>		<b>13,000.00</b>	<b>13,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13000.00</b>	<b>0%</b>

Expenditures		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
27-01-7034.000	Dues & Subscriptions	2,000.00	2,000.00	915.75	0.00	1,084.25	46%
27-01-7064.000	Materials/Supplies/Small Tools	11,000.00	11,000.00	200.00	0.00	10,800.00	2%
<b>Expenditures</b>		<b>13,000.00</b>	<b>13,000.00</b>	<b>1,115.75</b>	<b>0.00</b>	<b>11,884.25</b>	<b>48%</b>

For the Period: 7/1/2023 to 8/31/2024 Original Bud.    Amended Bud.    YTD Actual    CURR MTH    UnencBal    % Bud

**Fund: 30 - LSCSD Fire Department**

Revenues		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	UnencBal	% Bud
<b>Dept: 00</b>							
30-00-4001.100	Assmt/Revenue-Residential	102,000.00	102,000.00	0.00	0.00	102,000.00	0%
30-00-4001.200	Assmt/Revenue-Standby	165,000.00	165,000.00	-1.48	-1.48	165,001.48	0%
30-00-4001.300	Assmt/Revenue-Commercial	2,315.00	2,315.00	0.00	0.00	2,315.00	0%
30-00-4003.000	Late Payment Revenue	5,500.00	5,500.00	0.00	0.00	5,500.00	0%
30-00-4055.000	Misc Operational Income	12,000.00	12,000.00	0.00	0.00	12,000.00	0%
30-00-4076.000	Fire Suppression Expansion Fee	500.00	500.00	0.00	0.00	500.00	0%
30-00-5056.000	Warrant	6,000.00	6,000.00	425.90	10.80	5,574.10	7%
30-00-5061.000	Donations	5,000.00	5,000.00	5100.00	5000.00	-100.00	102%
30-00-5075.000	Grant Income	9,450.00	9,450.00	9324.06	0.00	125.94	99%
30-00-5081.000	Interest Earned-RSV	10,000.00	10,000.00	0.00	0.00	10,000.00	0%
<b>Dept: 34 Fire Fuels Removal</b>							
30-34-4055.000	Misc Operational Income	40,000.00	40,000.00	26775.00	6375.00	13,225.00	67%
<b>Dept: 45 Mutual Aid Strike Team</b>							

30-45-4080.000	Strike Team Rev Payroll Reimb	150,000.00	150,000.00	0.00	0.00	150,000.00	0%
30-45-4081.000	Strike Team Rev Engine Reimb	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
30-45-4082.000	Strike Team Rev Admin OH Reimb	25,000.00	25,000.00	0.00	0.00	25,000.00	0%
<b>Revenues</b>		<b>557,765.00</b>	<b>557,765.00</b>	<b>41,623.48</b>	<b>11,384.32</b>	<b>516141.52</b>	<b>7%</b>

<b>Expenditures</b>							
<b>Dept: 01 General Admin</b>							
30-01-7001.000	Accounting Audit/Review	4,000.00	4,000.00	0.00	0.00	4,000.00	0%
30-01-7002.000	Admin Overhead Alloc	58,145.36	58,145.36	11017.62	3555.76	47,127.74	19%
30-01-7010.000	Capital Improvement	65,000.00	65,000.00	37209.55	9890.47	27,790.45	57%
	Less Reimbursement due from LAIF Savings	-65,000.00	-65,000.00	-37,209.55	-9,890.47	-27,790.45	57%
30-01-7026.000	Contract Services	8,400.00	8,400.00	3438.50	0.00	4,961.50	41%
30-01-7033.000	Licenses, Permits, Fees	105.12	105.12	0.00	0.00	105.12	0%
30-01-7034.000	Dues & Subscriptions	1,050.00	1,050.00	0.00	0.00	1,050.00	0%
30-01-7040.000	Insurance (Liability)	19,324.88	19,324.88	0.00	0.00	19,324.88	0%
30-01-7041.000	Legal	315.00	315.00	1337.50	0.00	-1,022.50	425%
30-01-7050.200	Off Exp-Postage	367.50	367.50	0.00	0.00	367.50	0%
30-01-7050.400	Off Exp-Maint	315.00	315.00	0.00	0.00	315.00	0%
30-01-7051.000	Public Safety Supplies	2,100.00	2,100.00	0.00	0.00	2,100.00	0%
30-01-7051.100	Public Safety Equipment	525.00	525.00	0.00	0.00	525.00	0%
30-01-7062.000	Repair & Maintenance	2,500.00	2,500.00	1669.50	1661.10	830.50	67%
30-01-7063.000	Fuel	21,000.00	21,000.00	1764.46	0.00	19,235.54	8%
30-01-7064.000	Materials/Supplies/Small Tools	11,550.00	11,550.00	541.32	25.74	11,008.68	5%
30-01-7065.000	Vehicle Repair/Maintenance	23,100.00	23,100.00	-2238.73	-3000.00	25,338.73	-10%
30-01-7075.000	VFA Grant Equipment	18,900.00	18,900.00	0.00	0.00	18,900.00	0%
30-01-7105.100	Util-Telephone	525.00	525.00	64.59	0.00	460.41	12%
30-01-7105.200	Util-Electric	3,360.00	3,360.00	113.00	0.00	3,247.00	3%
30-01-7105.300	Util-Waste	945.00	945.00	157.50	78.75	787.50	17%
30-01-7105.400	Utilities-Propane	500.00	500.00	0.00	0.00	500.00	0%
30-01-7105.600	Utility - Internet	1,500.00	1,500.00	42.72	21.36	1,457.28	3%
30-01-7204.000	Events	262.50	262.50	0.00	0.00	262.50	0%
30-01-7501.000	Payroll Expense	65,794.80	65,794.80	19469.50	6278.05	46,325.30	30%
30-01-7513.000	Payroll-TAXES	2,000.00	2,000.00	752.81	91.03	1,247.19	38%
30-01-7514.000	Payroll-Benefits	22,000.00	22,000.00	4490.75	1750.00	17,509.25	20%
30-01-7516.200	Pension Cost (CalPERS)	8,600.00	8,600.00	2015.19	781.80	6,584.81	23%
30-01-7518.000	Workers Comp	6,000.00	6,000.00	1665.08	539.92	4,334.92	28%
30-01-7550.000	Travel & Training	420.00	420.00	0.00	0.00	420.00	0%
30-01-7551.000	Meals	525.00	525.00	0.00	0.00	525.00	0%
30-01-7556.000	Uniforms	1,000.00	1,000.00	187.98	0.00	812.02	19%
<b>Dept: 34 Fire Fuels Removal</b>		0.00		0.00			
30-34-7062.000	Repair & Maintenance	1,575.00	1,575.00	121.84	0.00	1,453.16	8%
30-34-7501.000	Payroll Expense	23,100.00	23,100.00	12063.00	4208.00	11,037.00	52%
30-34-7513.000	Payroll-TAXES	2,625.00	2,625.00	1425.95	479.36	1,199.05	54%
30-34-7518.000	Workers Comp	1,890.00	1,890.00	693.42	260.84	1,196.58	37%
<b>Dept: 45 Mutual Aid Strike Team</b>							
30-45-7501.000	Payroll Expense	137,500.00	137,500.00	22737.00	22737.00	114,763.00	17%
30-45-7513.000	Payroll-TAXES	2,500.00	2,500.00	2267.64	2267.64	232.36	91%
30-45-7518.000	Workers Comp	10,000.00	10,000.00	1759.30	1759.30	8,240.70	18%
<b>Expenditures</b>		<b>464,820.16</b>	<b>464,820.16</b>	<b>87,557.44</b>	<b>43,495.65</b>	<b>377,262.72</b>	<b>19%</b>

**Total Net Effect:** **291,282.27** **291,282.75** **-324,827.04** **0.00** **616,109.79**



## Lake Shastina Fire Department

16309 Everhart Drive  
Weed CA 96094

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For the Month of August Lake Shastina Fire Department responded to a total of 37 calls of service. These calls included:

- 23 Medical Aids
- 1 Wildland Fire
- 4 Traffic Collisions
- 4 Structure Fires
- 4 Public Assists
- 1 Vehicle Fire

On August 15<sup>th</sup> E-3112 joined a 5-engine strike team to help extinguish the Head Fire which is part of the Happy Camp Complex. The engine crew of 3 spent 19 days on the fire. OES-8331 also was dispatched to the fire and did 14 days as part of a strike team with Redding and Sacramento engines.

All crews made it back safely and the engines experienced no damage while they were out.





**LAKE SHASTINA POLICE DEPARTMENT**

*William N. Bullington*

*Chief of Police*

**16309 Everhart Dr., Weed, CA 96094**

**(530) 938-2226**

TO: LSCSD Board of Directors

FROM: Chief Bullington

SUBJECT: August 2023 Police Monthly Board Report

**POLICE ACTIVITY:** LSPD had 184 calls for service in August.

**SUMMARY:**

Misdemeanor Arrests: 7

Felony Arrests: 1

Traffic Warnings: 41 (23 in the Subdivision)

Traffic Citations: 31

Animal Control Cites: 0

Animal Related Calls: 3

Parking Cites: 0

House Watch: 140+-

Misc. Police Calls (Non-Criminal): 101

**NOTABLE ACTIVITY:**

**8/2/2023-** Subject arrested for driving on a suspended DL.

**8/3/23-** Subject arrested for misdemeanor warrant.



8/11/23-Subject arrested for public intoxication and resisting arrest.

8/12/23-Subject arrested for driving on a suspended DL.

8/12/23-Subject arrested for misdemeanor warrant.

8/17/23- Subject arrested for misdemeanor warrant.

8/25/23- Subject arrested for felony warrant.

8/26/23- Subject arrested for driving on a suspended DL.

The road construction on Big Springs Road led to an increase in traffic traveling through the subdivision to bypass the pilot cars. We increased patrol in this area leading to 23 traffic stops in this area alone. We also moved the radar trailer to an area where we saw vehicles speeding on Lake Shore Drive.

Officer Erickson has worked many hours on getting our own designated Dept. of Justice telecommunications line. This will enable us to do our own criminal histories, run vehicles, etc.

Officer Sadler has completed our own website at [www.lakeshastinapolice.com](http://www.lakeshastinapolice.com). This is still a work in progress that will need some additional work, but it looks great and it is a start for a place for us to communicate with our community.

### **TRAINING:**

Officer Sadler completed the 16 hour less lethal instructors course in Davis, Ca.

# Lake Shastina Sewer Department

To: Lake Shastina CSD Board  
From: RODNEY VILLA, Maintenance Leadman  
Date: September 13,2023  
Subject: Board Report for August 2023

## Notable Activity:

- We have started to reinforce the dike between ponds #2 and #3.
- We cleaned up around the temporary 'solids drying bed.'
- The 190' sewer extension and 98% hook-up for the fire department has been finished.
- B-107 was plugged twice in a week, we had to remove the pump and motor to remove the rags that were the problem.

# Lake Shastina Water Department

To: Lake Shastina CSD Board  
From: RODNEY VILLA : Maintenance Leadman  
Date: September 13,2023  
Subject: Board Report for August 2023

## Notable Activity:

- We did a 98% water hook-up for the Fire department.
- We did some landscaping improvement to the Administration building.
- We mowed the Administration building, Fire/Police and Clinic.



**LAKE SHASTINA POLICE DEPARTMENT**

*William N. Bullington*

*Chief of Police*

16309 Everhart Dr., Weed, CA 96094

(530) 938-2226

TO: LSCSD BOARD OF DIRECTORS

FROM: WILL BULLINGTON, CHIEF OF POLICE

RE: SELLING OF DISTRICT PROPERTY

We currently have 5 Glock 17 pistols that were purchased in the 1990's. We have been approved by the board to purchase 5 new pistols this year. The company that has the best bid, Pro Force Law Enforcement shows in interest in buying our Glock Pistols.

In the past we have sold some revolvers at auction with a minimum bid of \$250.00. Pro Force has not yet locked in their purchase price because they are coming to Lake Shastina on 9-12-23 to demo the different new pistols and to inspect the Glock pistols.

If they can't give us \$250.00 per pistol, then I would like to continue with an auction.

I am asking permission of the board to either sell the pistols to Pro Force for a minimum of \$250.00 each or auction them off for a minimum bid of \$250.00. The auction would be advertised and in a sealed bid format.





## *LAKE SHASTINA COMMUNITY SERVICES DISTRICT*

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**TO:** LSCSD BOARD OF DIRECTORS

**MEETING DATE:** September 13, 2023

**FROM:** Paula Mitchell, Board President

**SUBJECT:** Administrative Office Staff Agreement

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### **BACKGROUND:**

The Administrative Office Staff Agreement between Lake Shastina Property Owners Association and Lake Shastina Community Services District was finalized and signed by October 22, 2021. The term of the agreement started on October 13, 2021, and ends on June 30, 2031. This agreement covers administrative and bookkeeping services that the LSCSD provides for LSPOA.

Both the LSPOA and the LSCSD have offices in the District Office building. The current Administrative Office Staff Agreement specifies financial responsibilities for each organization for shared expenses like the cost of electricity, a postage machine, telephone services, IT services, garbage, and janitorial services, as well as costs maintenance and repairs to the building and equipment.

Either party may terminate the agreement for any reason by giving 180 days calendar written notice to the other party. Notice shall be sent by registered mail.

The CSD office staff does not provide accounting, human resources, or any other services to any other home/property owners associations.

It has become apparent that the current CSD and POA workload for the CSD office staff is more than the three office employees can efficiently handle. To continue providing services to the POA would require the CSD to hire an additional employee. There are no economic or other advantages to the CSD to continue providing these services.

### **RECOMMENDATION:**

Terminate the current Administrative Office Staff Agreement and initiate negotiation for a new agreement for shared office building and equipment expenses.

**ADMINISTRATIVE OFFICE STAFF AGREEMENT  
BETWEEN  
LAKE SHASTINA PROPERTY OWNERS ASSOCIATION  
AND  
LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

This Agreement is made at Lake Shastina, Siskiyou County, California, on the last date written below, by and between LAKE SHASTINA PROPERTY OWNERS ASSOCIATION ("LSPOA"), a California nonprofit corporation, and LAKE SHASTINA COMMUNITY SERVICES DISTRICT ("DISTRICT"), a California Public agency.

**Recitals:**

1. LSPOA is required, pursuant to its recorded CC&Rs, Bylaws, and Articles of Incorporation, to provide to its members and does so provide: maintenance of its roads, open space, drainage, green belts and community recreational facilities as a portion of the Lake Shastina common interest development. DISTRICT is authorized by law to provide municipal services including, water, sewer, Police and Fire to the properties within the DISTRICT, which includes the LSPOA.
2. The LSPOA and DISTRICT are separate and individual entities, who serve the same or similar residents of Siskiyou County.
3. The LSPOA and DISTRICT desire to enter into this agreement to best utilize services and reduce costs to the members of their respective entities.

**NOW, THEREFORE, IT IS AGREED AS FOLLOWS:**

**1. OFFICE AND STAFF:**

A. The DISTRICT, as directed by the LSPOA and on a contracted hourly basis as detailed in Exhibit A, shall provide administrative and bookkeeping services, including, but not limited to:

- a. LSPOA accounts receivable.
- b. LSPOA accounts payable.
- c. LSPOA payroll.
- d. Preparation, using appropriate professionals, of periodic financial reports and reviews for LSPOA.
- e. Prepare publications, including financial and other corporate records and legally required information.
- f. LSPOA transfers of Membership.
- g. Assistance to appropriate professionals in the preparation of LSPOA tax-returns and related filings.
- h. LSPOA filings and reports to government agencies insofar as related to the other obligations covered by this agreement.
- i. Provide bookkeeping and accounting services for LSPOA bank accounts.
- j. Upon request of the LSPOA Board, provide such assistance as may be needed to conduct and certify annual and special elections.

k. LSPOA agrees to Exhibit A for division of all expenses.

B. The DISTRICT shall not enjoy exclusive rights to perform this work. Further, this agreement shall not prohibit the LSPOA from performing any or all described work with its own staff or from contracting with other consultants and licensed professionals and contracts to perform the same. Any work done under this agreement shall be at the direction and discretion of the LSPOA.

**2. PREVIOUS AGREEMENT SUPERSEDED**

This agreement supersedes, cancels, and replaces all previous Agreements between the parties on the same subject.

**3. TERM OF AGREEMENT**

This Agreement shall commence on October 13, 2021, and shall terminate on June 30, 2031. Either party hereto may terminate this agreement for any reason by giving one hundred eighty (180) calendar days written notice to the other party. Notice of termination shall be sent by registered mail.

**4. FAILURE TO PERFORM**

In the event the DISTRICT substantially fails to perform any of the obligations covered by this AGREEMENT, which it is legally and financially capable of performing, LSPOA may, at its option, undertake the obligation not being performed. The remedy for said failure will be that the DISTRICT will be liable to LSPOA for the reasonable costs incurred by LSPOA to perform or complete an obligation that is in excess of costs that LSPOA would otherwise be required to pay for said services. No action will be taken by LSPOA, and no liability will arise, until LSPOA has notified DISTRICT in writing and allowed at least 30 days for DISTRICT to make appropriate corrections.

**5. FACILITIES, EQUIPMENT AND SUPPLIES**

The DISTRICT, in accordance with normal business practices, shall procure, provide and maintain all facilities, equipment and supplies necessary to fulfill its obligation under this agreement for the full enjoyment of both DISTRICT and LSPOA.

**6. ASSUMPTION OF LIABILITY; INDEMNITY; INSURANCE.**

- a. DISTRICT shall indemnify, defend, and hold LSPOA and its employees, agents, representatives, officers, directors harmless from and against any and all claims, demands, actions, liabilities, losses, damages, injuries, costs and expenses (including and without limitation, actual attorney's fees and defense costs) arising directly or indirectly out of, or in connection with or related to, this Agreement or for any act or omission alleged to have been committed by any officer, agent, or employee of DISTRICT during DISTRICT's performance under this AGREEMENT, except to the extent any such liability is due to the sole willful misconduct or gross negligence of LSPOA and/or its employees.
- b. LSPOA shall indemnify, defend, and hold DISTRICT and its employees, agents, representatives, officers, directors harmless from and against any and all claims, demands, actions, liabilities, losses, damages, injuries, costs and expenses (including and without limitation, actual attorney's fees and defense costs) arising directly or indirectly out of, or in

connection with or related to, this Agreement or for any act or omission alleged to have been committed by any officer, agent, or employee of LSPOA in the course of LSPOA's performance under this AGREEMENT, except to the extent any such liability is due to the sole willful misconduct or gross negligence of the DISTRICT and/or its employees.

- c. DISTRICT to procure and maintain insurance, including comprehensive liability insurance, workers' compensation insurance and errors and omissions coverage, with coverage of not less than \$1,000,000 per occurrence, for any claims related to its activities, including those required of it under this AGREEMENT, and shall name LSPOA as an additional insured. The DISTRICT shall provide annually evidence of the above insurance, including evidence of any and all exclusions, noting LSPOA as an additional insured.
- d. LSPOA shall maintain liability insurance in accordance with the requirements of Civil Code Sections 5800 and 5805. LSPOA to procure and maintain comprehensive public liability insurance, with coverage of not less than \$1,000,000 per occurrence, for any claims related to its activities, including those required of it under this AGREEMENT, and shall name DISTRICT as an additional insured. LSPOA shall provide annually evidence of the above insurance, including evidence of any and all exclusions, noting the DISTRICT as an additional insured.

#### **7. AMENDMENTS TO AGREEMENT**

No amendments to this AGREEMENT shall be effective and enforceable unless the same is in writing and approved by the respective governing Boards of both parties.

#### **8. LEGAL COUNSEL**

Each party to this AGREEMENT may retain their own legal counsel.

#### **9. ALTERNATIVE DISPUTE RESOLUTION**

- a. In the event of any controversy, claim or dispute arising out of or relating to this AGREEMENT, or the breach, termination, enforcement, interpretation or validity thereof, including determination of the scope or applicability of this agreement to arbitrate, ("dispute"), the parties hereto shall use their best efforts to resolve their differences. To this effect, they shall consult and negotiate with each other in good faith and recognize their mutual interests, attempt to reach a just and equitable solution satisfactory to both parties. In the event the dispute is not resolved by formal negotiation within 30 days, (or any mutually agreed extension of time), of the first meeting between the parties, the case shall be referred to mediation. The parties are free to select any mutually acceptable mediator. If the parties cannot agree, or have no particular choice of mediator, then a mediator will be chosen by the arbitration administrator of the Siskiyou County Superior Court. The mediation process shall continue until the dispute is resolved or until the mediator provides the participants with a writing signed by the mediator stating that the mediation is terminated, or words to that effect, or a party provides the mediator and the other parties with a similar writing. In the event that the dispute is not resolved by mediation as set forth above, then the parties will resort to arbitration before a sole arbitrator. If the parties cannot agree, or have no particular choice of arbitrator, then an arbitrator will be chosen by the arbitration administrator of the Siskiyou County Superior Court. The arbitrator's award



shall be binding on the parties. Judgment on the award rendered by the arbitrator may be entered in any court jurisdiction thereof.

The provisions of subpart (a) shall not apply to any controversy which is filed in the Small Claims Court, nor shall it prohibit any party from seeking temporary or permanent injunctive relief in any court.

- b. The fees and expenses of the mediator appointed, pursuant to this section, shall be shared equally between the parties. The fees and expenses of the arbitrator shall initially be paid by the parties in equal shares; provided, however, that the arbitrator shall award the same as recoverable costs to any party which the arbitrator determines to be the prevailing party.
- c. In any arbitration under this section, the parties shall be entitled to conduct discovery in the manner provided under the California Discovery Act.
- d. Any mediation and arbitration hearings, at which either of the parties is to make a personal appearance, shall be conducted within 100 miles of Lake Shastina, unless otherwise agreed to by both parties.

#### **10. ATTORNEY'S FEES**

The prevailing party in any action, including any arbitration, regarding or relating to this AGREEMENT, its enforcement, its breach, or its interpretation, shall recover its reasonable attorney's fees, expenses and costs. Said expenses and costs shall include the reasonable charges of any expert witnesses.

#### **11. RECORDS**

All correspondence, documents and other printed and electronic records of the LSPOA, or relating to the business of the LSPOA, to DISTRICT's services to LSPOA under this AGREEMENT, or to any service or material for which LSPOA shall be required to pay or to reimburse DISTRICT under this AGREEMENT, shall upon demand be made promptly available to inspection by any officer or agent of LSPOA, and copies thereof shall, within reasonable time after request, be provided without cost. Members of the LSPOA shall have access to its records in accordance with the requirements of Civil Code Section 5200 et seq.

#### **12. COMPLIANCE WITH LAW**

Each party shall comply with the provisions of the "Davis-Stirling Common Interest Development Act", (Civil Code Section 4000, et seq.), and with other applicable laws, ordinances and regulations, insofar as their obligations appear.

#### **13. DISTRICT NOT A MANAGING AGENT**

It has been agreed between the parties that the LSPOA will continue to exercise control over its assets, including all its financial accounts, and that the DISTRICT will not do so. The DISTRICT is not deemed to be a "managing agent" as that term is defined in Civil Code Section 4158.

#### **14. ACCESS TO LSPOA PROPERTIES**

LSPOA shall, during the term of this AGREEMENT, continue to maintain ownership and ultimate control over all its real and personal property, but the DISTRICT shall have access to, and use of

the same, insofar as reasonably necessary or appropriate to perform its obligations under this AGREEMENT.


**15. ACCOUNTS**

The funds of the LSPOA shall be deposited and held in the following manner:  
LSPOA and the DISTRICT shall have their own separate accounts for the purpose of day to day business. Payments shall be disbursed from checking accounts held separately by the DISTRICT and the LSPOA.

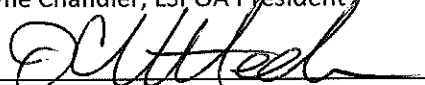
**APPROVAL BY LAKE SHASTINA PROPERTY OWNERS ASSOCIATION**

The foregoing was approved by the Board of Directors of the Lake Shastina Property Owners Association at a duly called meeting thereof held on October 13, 2021.

Dated: 10/22/2021

  
Dwayne Chandler, LSPOA President

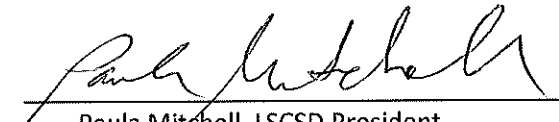
Dated: 10/22/21

  
Jon Uttech, LSPOA Secretary

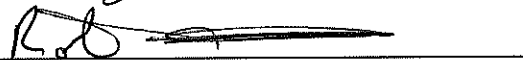
**APPROVAL BY LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

The foregoing was approved by the Board of Directors of the Lake Shastina Community Services District at a duly called meeting therefore held on August 18, 2021

Dated: 18 Aug 2021

  
Paula Mitchell, LSCSD President

Dated: 18 AUG 2021

  
Robert Moser, LSCSD Secretary

## EXHIBIT A

### **PART 1. Administration Office**

#### Materials and supplies.

1. When used for the LSPOA, that entity shall pay 100% of the cost.
2. When used by LSCSD and LSPOA, each entity shall pay 50% of the cost.

#### Equipment and Services

1. When used by the LSPOA only, that entity shall pay 100% of the cost.
2. When used by the LSCSD and LSPOA, each entity shall pay 50% of the cost, including, Postage Machine, Folding Machine, Telephone, Garbage, Computers, etc.

### **PART 2. Staff Services**

1. When LSCSD Staff is utilized by the LSPOA, that entity shall pay 100% of the employee cost calculated to include hourly pay rate, employer taxes and workers comp costs, employee insurance and pension benefits and leave accruals. Employee benefits shall include CalPERS pension, medical, dental, vision and life insurance as approved the LSCSD and Teamsters MOU. The LSCSD will keep track of hours and will bill the LSPOA accordingly.